

## Brownfields Assessment Cooperative Agreement Quarterly Report

<b>Grantee Name:</b> City of Bremerton
<b>Cooperative Agreement Number:</b> BF – 9604651 - 0
<b>Start Date:</b> 07/20/2006 <b>End Date:</b> 9/30/2009 <b>Quarterly report number:</b> #10
<b>Date submitted:</b> June 2, 2009 <b>Federal fiscal quarter(s) covered by report:</b> #1-2009
<b>Prepared by:</b> Lynn Price, P.E., Project Manager, 3027 Olympus Drive, Bremerton, WA, 98310, email: lprice@ci.bremerton.wa.us, phone number: 360-473-5272
<b>Submitted by [if different]:</b> Same as above
This Quarterly Report is provided to Joanne LaBaw, EPA Project Officer, by electronic copy

### ACTIVITIES PERFORMED DURING THE QUARTER

**Modifications to Work Plan or Budget:** There is no change to the work plan or budget. The primary Contract remains the same. Administration of the grant has been reassigned to Lynn Price, P.E., Project Manager with the City of Bremerton.

**Delays encountered during this reporting period include:**

No delays to report this period.

**Assessment Activities:** None during this quarter. All assessment work under the Brownfields grant has been completed. Further assessment work is currently being performed under a TBA.

**Redevelopment Activities:** None during this quarter.

**Community Involvement:** No activity this period. The Community Involvement Phase is not anticipated until the TBA results are obtained and a full summary of all assessment activities can be prepared for communication to the public.

**Meetings and Travel:** No scheduled meetings and/or authorized travel to report this period.

**Deliverables/Work Products:** No deliverables or work product this report period.

### ANTICIPATED ACTIVITIES NEXT QUARTER:

**TASK 1 - PROJECT MANAGEMENT:** Preparation of the Quarterly Progress Report and MBE/WBE Utilization Form.

**TASK 2 - PUBLIC INVOLVEMENT:** No activity anticipated in the next quarter.

**TASK 3 - SITE CHARACTERIZATION:**

No site characterization activities are anticipated in the next quarter.

### BUDGET STATUS:

Please refer to Tables 1 and 2 below for a presentation of the current budget status.

**FUNDS EXPENDED:**

Payment for a total of \$918.37 in labor and \$551.25 in contractual funds was requested during the quarter. Note that these expenditures were trailing from the July through September 2008 period. A total of \$185,883.51 of the \$200,000.00 (92.94%) grant funds have been expended to date.

**PROPERTY PROFILE FORM/FORM UPDATE:**

No changes to report to the Property Profile this Quarterly Report.

**Table 1 - Summary of Quarterly Expenses by Task for Report Period: 1-2009**

<b>Budget Categories</b>	<b>Task 1 (Project Management)</b>	<b>Task 2 (Public Involvement)</b>	<b>Task 3 (Site Characterization)</b>	<b>Total Quarterly Expenses</b>	
<b>Personnel</b>	\$918.37	\$0	\$0	\$918.37	
<b>Supplies</b>	\$0	\$0	\$0	\$0	
<b>Contractual</b>	\$0	\$0	\$551.25	\$551.25	
<b>Travel</b>	\$0	\$0	\$0	\$0	
<b>Total Direct Charges</b>	\$918.37	\$0	\$551.25	\$1,469.62	
<b>Total Current Quarterly Expenses</b>	\$918.37	\$0	\$551.25	\$1,469.62	
<b>Cumulative Overall Project Expenses</b>	\$24,876.77	\$0	\$161,006.74	\$185,883.51	

**Table 2 - Summary of Expenses by Category for Report Period: 1-2009**

<b>Budget Categories</b>	<b>Budgeted Amount</b>	<b>Previously Expended</b>	<b>Expenses this Quarter</b>	<b>Total Cumulative Expenses</b>	<b>Balance</b>
<b>Personnel</b>	\$16,000	\$27,583.05	\$918.37	\$28,501.42	- \$12,501.42
<b>Supplies</b>	\$500	\$10.48	\$0	\$10.48	\$489.52
<b>Contractual</b>	\$181,500	\$155,361.96	\$551.25	\$155,913.21	\$25,586.79
<b>Travel</b>	\$2,000	\$1,458.40	\$0	\$1,458.40	\$541.60
<b>Total Direct Charges</b>	\$200,000	\$184,413.89	\$1,469.62	\$185,883.51	\$14,116.49
<b>Total Cumulative Expenses</b>	\$200,000	\$184,413.89	\$1469.62	\$185,883.51	\$14,116.49

**Attachment:** MBE/WBE Utilization Form-Federal for Fiscal Quarter 1 (Oct-Dec, 2008).